

AgRefresh

**STAGE 3 REPORT | EXCERPT
HOME BASED BUSINESSES**

CLIENT PARKING



2.13 Home Based Businesses

Strengthen the management and monitoring of home based businesses

Home based businesses provide additional income opportunities for many farm and rural households, but can sometimes grow out of the allowed space.

2.13.1 Decision Makers

Activities compliant with the Zoning Bylaw and ALC rules do not require City or ALC approvals.

2.13.2 What we heard in Stage 3

'Early Ideas' explored through Stage 3 engagement

- Create a new home based business category specific to Agricultural Zoning in the ALR
- Retain the 112 m² (1,205 ft²) maximum size
- Prohibit new commercial repair and maintenance of farm trucks/ vehicles
- Prohibit new truck dispatch services as a home based business
- Revised business licence process

Stage 3 engagement feedback highlights

- 75% of respondents agreed or somewhat agreed with early ideas
- Some respondents wanted to retain the option for farm vehicle repair, and broaden flexibility. Whereas others felt truck parking and dispatch should be prohibited, and that home based businesses should be limited to the house (not allow in a detached building) or prohibited outright.

**A full summary of Stage 3 engagement material and feedback is available in the "Stage 3 Winter 2017-18 Engagement Results" report.*

2.13.3 Draft Recommendations

A SNAPSHOT

Zoning Bylaw Amendments

- Implement a new and more restrictive 'Home Occupation - Level 4' for ALR properties to address specific compliance challenges.
- To help regulate size, require an accessory building or structure for a Home Occupation Use to design the space in a manner that is permanently inaccessible from other portions of the same building.
- Enhance the Business Licensing/renewal process to remind proponents of key regulations.

DRAFT POLICY AND REGULATION UPDATES

New
(Zoning)

Home Occupation Level 4

A new Home Occupation Level 4 category will replace Home Occupation Level 3 for all properties in the ALR.

Level 4 is largely the same as Level 3, but with the following additional provisions:

- shall not include the dispatch of automobiles or commercial vehicles
- shall not include the repair or maintenance of automobiles, recreational vehicles, or commercial vehicles, except for farm motor vehicles, farm equipment, and trucks licensed as farm vehicles under the *Commercial Transport Act*
- shall not have outside storage of customer equipment or vehicles related to any service provided

New
(Zoning)

Independent space within accessory buildings

If located within an accessory building that is detached from the principal residence, the home occupation floor area must be designed to be permanently inaccessible from any other floor area within the building. This will help ensure long term compliance with size limits.

Updated
(Licencing)

Enhanced Business Licencing Process

Currently, the Business Licence renewal process is automated and does not analyze use compliance - it assumes continued compliance.

Given that businesses may lose track of home occupation regulations over time, a new process is proposed to require new applications and renewals to confirm compliance with key Zoning Bylaw provisions (i.e., maximum floor area, no outdoor activity or storage, permitted number of employees).

Applicants will be prompted with compliance questions for every new application and for renewals.

If responses and home occupation details do not comply with City regulations the Business Licence will not be issued and the applicant will be referred to the appropriate staff to help meet compliance and ultimately obtain a business licence, where possible.

